

**COMMISSIONERS' MEETING
MINUTES**

04/24/13

1. CALL TO ORDER

Commissioner Chronister called the meeting to order at 10:00 a.m. with all board members present.

A. Opening Ceremony

Darrell Auterson led the Pledge of Allegiance.

Ann Booth of York Baha'i Community Church gave the invocation.

2. APPROVAL OF MINUTES

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the minutes from the April 17, 2013 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PRESENTATION

A. York County Economic Alliance – Darrell Auterson

Darrell Auterson, President & CEO, gave an update on the current activities of the York County Economic Alliance, including business development, funding, new business development, redevelopment, workforce development and the Economic Development Plan.

5. RESOLUTION

A. York Housing Advisory Commission Appointment

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the York County Planning Commission, to appoint Nancy Newton, Grants Officer of WellSpan Health, and Robin Rohrbaugh, Executive Director of the Community Progress Council, to the York Housing Advisory Commission for the period of April 26, 2013 through January 1, 2016.

6. PURCHASES

A. Symbiont, Inc., Silver Spring, MD

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Information Services Department, and Symbiont, Inc., Silver Spring, MD, for software, training and associated services of a Centralized Vendor Registration System for the Purchasing Department, for a total cost of \$25,000.00.

B. Dominion Voting Systems, Denver, CO

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Elections & Voter Registration Department, and Dominion Voting Systems, Denver, CO, to provide on-site professional and consulting services for the May 21, 2013 Municipal Primary Election at a cost not to exceed \$9,000.00.

7. INTERGOVERNMENTAL COOPERATION AGREEMENT

A. Township of York, York County, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an intergovernmental cooperation agreement between the County of York, on behalf of the York County Planning Commission, and the Township of York, York County, PA, for the purpose of operating the York County UCC (Uniform Construction Code) Board of Appeals.

8. CONTRACT AGREEMENTS

A. Pennsylvania District Attorneys Institute (PDAI), Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Prison, and the Pennsylvania District Attorneys Institute (PDAI), Harrisburg, PA, to provide maintenance and service on a statewide automated victim information and notification (SAVIN) system in the amount of \$17,701.09, for the period of January 1, 2013 through December 31, 2013.

B. Real Services, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Facilities Management Department, and Real Services, York, PA, for ten (10) hours of maintenance services per week at the 1 Marketway West building at a rate of \$550.00 per week, for the period of May 6, 2013 through May 5, 2014.

C. Real Services, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Facilities Management Department, and Real Services, York, PA, for custodial services at the 1 Marketway West building at a rate of \$164.58 per week, for the period of May 6, 2013 through May 5, 2014.

D. BFPE International, Inc., Hanover, MD

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement renewal between the County of York, on behalf of the York County Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), and BFPE International, Inc., Hanover, MD, for the testing and inspection of the sprinkler and fire alarm systems at a cost of \$19,975.00, for the period of May 1, 2013 through April 30, 2014, with automatic renewals thereafter.

9. LEASE AGREEMENTS

A. Block Business Systems, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve lease agreements between the County of York, on behalf of the York County Information Services Department, and Block Business Systems, York, PA, for refurbished copiers, including maintenance and supplies, except paper, for the following York County departments at the rates and contract periods indicated:

District Attorney
(1) Refurbished Lanier LD345 copier
12 quarters at \$225.00 per quarter/\$2,700.00 total cost
October 24, 2012 through January 24, 2016

Adult Probation – Hanover
(1) Refurbished Lanier 320D copier
12 quarters at \$75.00 per quarter/\$900.00 total cost
February 21, 2013 through May 21, 2016

10. MEMORANDUM OF UNDERSTANDING

A. South Central Workforce Investment Board (SCWIB)

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a memorandum of understanding between the County of York and the South Central Workforce Investment Board (SCWIB) to implement a Re-entry Management Organization (RMO) initiative to reduce recidivism for ex-offenders by providing ongoing access to selected inmates/probationers, records and collaborative information as a pre-release intervention, effective July 1, 2013.

11. GRANT APPLICATIONS

A. National Association of Drug Diversion Investigators (NADDI), Lutherville, MD

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County District Attorney's Office, to the National Association of Drug Diversion Investigators (NADDI), Lutherville, MD, in the amount of \$10,000.00 for the prevention of illegal diversion of prescription drugs.

B. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County Emergency Management Agency, to the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, to provide financial assistance for the Local Emergency Planning Committee (LEPC), and for Emergency Response equipment and training needs, through the Hazardous Material Response Fund (HMRF) Grant Program, for the 2013-2014 state fiscal year.

12. GRANT AGREEMENT

A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a grant agreement, on behalf of the York County Emergency Management Agency, and the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, in the amount of \$6,884.00 to provide financial assistance for hazardous materials planning and training through the Hazardous Materials Emergency Preparedness (HMEP) Grant, for the period of September 30, 2012 through September 30, 2013.

13. HUMAN SERVICES

A. Foster Parent Contract Agreement - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a foster parent contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Amy Gillingham, Spring Grove, PA, at standard per diem rates of reimbursement for care of foster children, for the period of January 1, 2013 through December 31, 2013.

B. Service Provider Contract Agreements - York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers at the rates indicated, for the period of July 1, 2012 through June 30, 2013:

Provider	Location	Program Name	Cost	Opt
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Outcome Focused Foster Care Foster Care	\$58.01/diem	01
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Ashler Manor Level I Community Residential Services	\$181.61/diem	02
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Ashler Manor - Emergency Shelter Care	\$170.16/diem	03
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Specialized Level I Medical Foster Care	\$46.57/diem	06
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Specialized Level II Medical Foster Care	\$45.85/diem	07
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Specialized Level III Medical Foster Care	\$34.38/diem	08
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Ashler Manor Level II Community Residential Services	\$191.61/diem	11
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Outcome Focused Kinship Care Foster Care	\$58.04/diem	16
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Outcome Focused FC Mother & Child Foster Care	\$108.15/diem	17
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Outcome Focused FC Traditional Foster Care	\$68.98/diem	21
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Outcome Focused FC Intensive I Foster Care	\$91.91/diem	22
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Arborvale Manor Life Readiness (Males) Supervised Independent Living	\$166.33/diem	23
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Alcohol Testing Counseling	\$49.12/hour	24
Families United Network, Inc.	PO Box 264 Muncy, PA 17756	Drug Testing Counseling	\$71.30/hour	25
Community Specialist Corporation	900 Agnew Road Pittsburg, PA 15227	Sleepy Hollow Program Community Residential Services	\$178.55/diem	01
Community Specialist Corporation	900 Agnew Road Pittsburg, PA 15227	Sanction Unit/Diagnostic Residential Services	\$135.11/diem	02
Summit Academy	839 Herman Road Herman, PA 16039	Residential Program Residential Services	\$99.21/diem	01
Summit Academy	839 Herman Road Herman, PA 16039	D&A Treatment Unit Residential Services	\$155.83/diem	04
Bradley Center, Inc.	5180 Campbells Run Road Pittsburgh, PA 15205	Intensive Residential Robinson (Non MA Approved) Residential Service	\$316.73/diem	33

Bradley Center, Inc.	5180 Campbells Run Road Pittsburgh, PA 15205	Intensive Residential (MA Approved) Residential Service	\$0.00/diem	63
United Methodist Home for Children	5120 Simpson Ferry Road Mechanicsburg, PA 17050	United Methodist Home for Children Community Residential Services	\$190.35/diem	05
United Methodist Home for Children	5120 Simpson Ferry Road Mechanicsburg, PA 17050	Independent Living Preparation Program Counseling	\$30.14/each	06
United Methodist Home for Children	5120 Simpson Ferry Road Mechanicsburg, PA 17050	Independent Living Prep Program for non-residents of UMH Counseling	\$33.14/each	07
Keystone Service Systems, Inc.	124 Pine Street Harrisburg, PA 17101	Traditional Foster Care Level III Foster Care	\$113.68/diem	01
Keystone Service Systems, Inc.	124 Pine Street Harrisburg, PA 17101	Traditional Foster Care Level II Foster Care	\$89.86/diem	02
Keystone Service Systems, Inc.	124 Pine Street Harrisburg, PA 17101	CRR Host Home (MA Approved) Foster Care	\$16.36/diem	60
Children's Aid Society of Franklin County	255 Miller Street Chambersburg, Pa 17201	Emergency Shelter Shelter Care	\$172.38/diem	03
Children's Aid Society of Franklin County	255 Miller Street Chambersburg, Pa 17201	Myers Residence Residential Services	\$151.98/diem	04
Children's Aid Society of Franklin County	255 Miller Street Chambersburg, Pa 17201	Diagnostic Community Residential	\$172.38/diem	09
Children's Aid Society of Franklin County	255 Miller Street Chambersburg, Pa 17201	Diagnostic Service Counseling	\$60.00/diem	11
Diversified Treatment Alternatives	148 Fairfield Road Lewisburg, PA 17837	Specialized Residential Treatment includes MH/Sex Offenders/D&A Community Residential Services	\$182.98/diem	01
Diversified Treatment I Alternatives	48 Fairfield Road Lewisburg, PA 17837	CRR Host Home (MA Approved) Foster Care	\$22.50/diem	61

14. BUDGET LINE ITEM ADJUSTMENTS

A. 2013 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2013 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of April 24, 2013.

Budget Adjustments

2013

Department Name	Department Number	Account Description	Account Number	Amount Change
Veteran Affairs	010603	Flag Marker	5200289	207
Veteran Affairs	010603	Burial Expense	5200288	(207)
Penn State Coop Extension	018613	Travel, Food & Lodging	5200231	5,000
Penn State Coop Extension	018613	Mileage Reimbursement	5200221	(5,000)

Penn State Coop Extension	018613	Vehicle Maintenance	5200233	2,000
Penn State Coop Extension	018613	Mileage Reimbursement	5200221	(2,000)
Penn State Coop Extension	018613	Contracted Services	5200236	8,000
Penn State Coop Extension	018613	Office Supplies	5600550	(8,000)
Penn State Coop Extension	018613	Insurance - Liabilities	5200432	4,425
Penn State Coop Extension	018613	Office Supplies	5600550	(4,425)
Penn State Coop Extension	018613	Cell Phone	5000181	6,900
Penn State Coop Extension	018613	Telephone	5200203	(6,900)
Penn State Coop Extension	018613	Training & Staff Development	5200211	4,000
Penn State Coop Extension	018613	Mileage Reimbursement	5200221	(4,000)
Penn State Coop Extension	018613	Subscriptions/Publication	5600502	1,000
Penn State Coop Extension	018613	Printing	5200215	(1,000)
Penn State Coop Extension	018613	Contracted Services	5200236	2,000
Penn State Coop Extension	018613	Printing	5200215	(2,000)
Maintenance - 911	080603	Sewer	5200208	1,800
Maintenance - 911	080603	Electricity	5200206	(1,800)
Sheriff	011251	Purchase of Major Equipment	5900702	35,500
Commissioners	016924	Contingency Fund	5200420	(35,500)
Commissioners	010101	Printing	5200215	225
Commissioners	010101	Office Supplies	5600550	(225)
Penn State Extension	018613	West Nile Virus Program	5210942	17,950
Penn State Extension	01	West Nile Virus Program	4400940	(17,950)
Commissioners	010101	Association Dues & Expenses	5200214	10
Commissioners	010101	Advertising	5200201	(10)

15. TAX REFUND REGISTER

A. Tax Refund Register 2013-14

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-14 authorizing payment of York County real estate tax refunds totaling \$7,800.91.

16. APPROVAL OF CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 24, 2013 totaling \$5,704,220.86.

<u>Weekly Disbursement Totals for April 24, 2013</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,388,819.84
01	Payroll	1,265.52
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	52,522.97
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	44,860.56
03	Unclaimed Money	
04	Donations	14,250.00
05	Controlled Substance	4,963.81
06	Human Services	65,474.91
07	Children & Youth	957,544.18
08	911	39,789.28
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	23,614.83
11	Prison Telephone	
25	Aging	224,384.70
28	MH-IDD	368,252.96
30/31	York/Adams HealthChoices	8,534.99
30	York Reinvestment	2,123.64
31	Adams Reinvestment	
35	Domestic Relations	140,419.50
36	Earn-It	345.85
40	Weatherization Liheap	22,872.59
45	Block Grant	38,063.00
46	Affordable Housing	4,377.50
47	Revolving Fund	36,226.53
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	257.00
51	Weatherization Doe	
72	Tax Claim	2,170.16
75	Retirement	1,165,268.21
82	2011 PNC GON Fund	
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	97,818.33
	Total	<u>5,704,220.86</u>

17. REPORT OF EXECUTIVE SESSIONS

Commissioner Chronister reported the following Executive Session was held since the last Commissioners' Meeting:

04/22 – Three Commissioners, Chuck Noll, Robb Green and Tiffany Trout – General Personnel; Mary Sabol – Prison Personnel; Marlin Peck – Nursing Home Personnel; and Billa Jamison – Court Administration Personnel.

18. SOLICITOR'S REPORT

Acting Solicitor Donald Reihart submitted his written report for the Board's Review.

19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

20. ADJOURNMENT

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:37 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk